

**STATE OF LOUISIANA
DEPARTMENT OF CIVIL SERVICE
BATON ROUGE, LA.**

July 2, 2008

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**STATE PERSONNEL MANUAL
TRANSMITTAL SHEET
NO. 445**

To: HEADS OF STATE AGENCIES AND PERSONNEL OFFICERS

Subject: Changes to the Pay Plan

Issue Date: July 2, 2008

Attached are the changes to the Job Specification Index (Pay Plan) made since Transmittal Sheet 444. Changes are effective July 1, 2008. If there are any questions concerning the subject matter of this Transmittal Sheet, please contact Marianne Covington at (225) 342-8083.

Sincerely,

s/Anne S. Soileau
Director

NEW JOBS ADDED TO THE PAY PLAN

JOB CODE	JOB TITLE	PAY SCHED	PAY LEVEL
171400	ACCOUNTANT 4	A	617
171690	ATC ENFORCEMENT ANALYST 1	A	612
171700	ATC ENFORCEMENT ANALYST 2	A	613
171340	ATC SPECIALIST	P	113
171470	ATTORNEY 4	A	621
171480	ATTORNEY-DEPUTY GENERAL COUNSEL 1	A	623
171490	ATTORNEY-DEPUTY GENERAL COUNSEL 2	A	624
171500	ATTORNEY-GENERAL COUNSEL 1	A	624
171510	ATTORNEY-GENERAL COUNSEL 2	A	625
171520	ATTORNEY-GENERAL COUNSEL 3	A	626
171410	AUDIT DIRECTOR 3	A	624
171420	AUDITOR 4	A	618
171430	BUDGET ANALYST 4	A	618
171310	COMMUNICATIONS OFFICER SUPERVISOR	W	213
171290	COMMUNICATIONS OFFICER 1	W	209
171300	COMMUNICATIONS OFFICER 2	W	210
171720	COMPLIANCE EXAMINER CHIEF	A	624
171710	COMPLIANCE EXAMINER DEPUTY CHIEF	A	622
171620	COMPLIANCE EXAMINER 4	A	619
171440	CULTURAL PROGRAM MANAGER	A	618
171460	INVESTIGATIVE SPECIALIST MANAGER	A	618
171450	INVESTIGATIVE SPECIALIST 3	A	614
171580	LABORATORY INFORMATION SYSTEM COORDINATOR	M	519
171590	LABORATORY INFORMATION SYSTEM LIAISON	M	520
171600	LABORATORY INFORMATION SYSTEM SPECIALIST	M	517
171350	LEVEE FOREMAN A	W	213
171360	LEVEE FOREMAN B	W	215
171370	LEVEE FOREMAN C	W	216
171330	MEDICAID AREA MANAGER 2	S	417
171680	MEDICAL LABORATORY PROGRAM MANAGER	M	517
171530	PARK MANAGER 1	A	613
171540	PARK MANAGER 2	A	615
171550	PARK MANAGER 3	A	616
171560	PARK MANAGER 4	A	617
171570	PARK MANAGER 5	A	618
171660	WORKERS' COMPENSATION DISTRICT JUDGE	A	622
171670	WORKERS' COMPENSATION JUDGE-ASSISTANT CHIEF	A	624

JOB TITLE CHANGES TO THE PAY PLAN

JOB CODE	JOB TITLE
130720	FROM: ALCOHOL TOBACCO CONTROL AGENT 1
	TO : ATC AGENT 1
130730	FROM: ALCOHOL TOBACCO CONTROL AGENT 2
	TO : ATC AGENT 2
130750	FROM: ALCOHOL TOBACCO CONTROL AGENT 3
	TO : ATC AGENT 3
130700	FROM: ALCOHOL TOBACCO CONTROL AGENT 4
	TO : ATC AGENT 4
130760	FROM: ALCOHOL TOBACCO CONTROL AGENT 5
	TO : ATC AGENT 5
130740	FROM: ALCOHOL TOBACCO CONTROL AGENT 6
	TO : ATC AGENT 6
169990	FROM: ALCOHOL TOBACCO CONTROL DEPUTY COMMISSIONER
	TO : ATC DEPUTY COMMISSIONER
139790	FROM: BUDGET ADMINISTRATOR
	TO : BUDGET ADMINISTRATOR 1
165690	FROM: BUDGET EXECUTIVE DIRECTOR
	TO : BUDGET ADMINISTRATOR 3
150880	FROM: BUDGET MANAGEMENT ADMINISTRATOR
	TO : BUDGET ADMINISTRATOR 2
166890	FROM: COMPLIANCE EXAMINER 4
	TO : COMPLIANCE EXAMINER-REVIEWER
166900	FROM: COMPLIANCE EXAMINER 5
	TO : COMPLIANCE EXAMINER ASSISTANT MANAGER
166910	FROM: COMPLIANCE EXAMINER 6
	TO : COMPLIANCE EXAMINER MANAGER
161770	FROM: INTELLIGENCE ANALYST CHIEF
	TO : INVESTIGATIVE SPECIALIST SUPERVISOR
133970	FROM: INTELLIGENCE ANALYST 1
	TO : INVESTIGATIVE SPECIALIST 1

133980	FROM: INTELLIGENCE ANALYST 2
	TO : INVESTIGATIVE SPECIALIST 2
160300	FROM: MEDICAID AREA MANAGER
	TO : MEDICAID AREA MANAGER 1
117220	FROM: MEDICAL LABORATORY MANAGER--MCLNO
	TO : MEDICAL LABORATORY DIRECTOR-MCLNO
168780	FROM: REAL ESTATE APPRAISER 1--TRAINEE APPLICANT
	TO : RIGHT OF WAY APPRAISER 1
168790	FROM: REAL ESTATE APPRAISER 2--TRAINEE
	TO : RIGHT OF WAY APPRAISER 2
168800	FROM: REAL ESTATE APPRAISER 3
	TO : RIGHT OF WAY APPRAISER 3
168810	FROM: REAL ESTATE APPRAISER 4
	TO : RIGHT OF WAY APPRAISER 4
168820	FROM: REAL ESTATE APPRAISER 5
	TO : RIGHT OF WAY APPRAISER 5
167110	FROM: REAL ESTATE SPECIALIST 1
	TO : RIGHT OF WAY AGENT 1
167120	FROM: REAL ESTATE SPECIALIST 2
	TO : RIGHT OF WAY AGENT 2
167130	FROM: REAL ESTATE SPECIALIST 3
	TO : RIGHT OF WAY AGENT 3
167140	FROM: REAL ESTATE SPECIALIST 4
	TO : RIGHT OF WAY AGENT 4
167150	FROM: REAL ESTATE SPECIALIST 5
	TO : RIGHT OF WAY AGENT 5
167160	FROM: REAL ESTATE SPECIALIST 6
	TO : RIGHT OF WAY AGENT 6
167170	FROM: REAL ESTATE SPECIALIST 7
	TO : RIGHT OF WAY AGENT 7
167180	FROM: REAL ESTATE SPECIALIST 8
	TO : RIGHT OF WAY AGENT 8

161060	FROM: STATE POLICE COMMUNICATIONS SPECIALIST 3
	TO : COMMUNICATIONS OFFICER 3
154840	FROM: WORKERS' COMPENSATION JUDGE
	TO : WORKERS' COMPENSATION DIVISION JUDGE

PAY GRADE CHANGES TO THE PAY PLAN

JOB CODE	JOB TITLE	FROM SCHED	FROM LEVEL	TO SCHED	TO LEVEL
159750	ACCOUNTANT ADMINISTRATOR 1	A	618	A	619
159760	ACCOUNTANT ADMINISTRATOR 2	A	619	A	620
159770	ACCOUNTANT ADMINISTRATOR 3	A	621	A	622
159710	ACCOUNTANT MANAGER 1	A	617	A	618
159610	ACCOUNTANT SUPERVISOR 2	A	616	A	617
130730	ALCOHOL TOBACCO CONTROL AGENT 2	P	110	P	111
130750	ALCOHOL TOBACCO CONTROL AGENT 3	P	111	P	112
130700	ALCOHOL TOBACCO CONTROL AGENT 4	P	113	P	115
130760	ALCOHOL TOBACCO CONTROL AGENT 5	P	116	P	117
130740	ALCOHOL TOBACCO CONTROL AGENT 6	P	118	P	119
169990	ALCOHOL TOBACCO CONTROL DEPUTY COMMISSIONER	P	120	P	121
171090	ATC FINANCIAL INVESTIGATOR 1	P	111	P	112
171100	ATC FINANCIAL INVESTIGATOR 2	P	112	P	113
160610	ATTORNEY SUPERVISOR	A	621	A	622
160580	ATTORNEY 1	A	616	A	617
169780	ATTORNEY--REGIONAL	A	621	A	622
158560	AUDIT MANAGER	A	620	A	621
158550	AUDITOR SUPERVISOR	A	618	A	619
158520	AUDITOR 1	A	613	A	614
158540	AUDITOR 3	A	616	A	617
161750	AUDITOR--INTERNAL	A	620	A	621
141920	BRIDGE TOLL COLLECTOR	A	604	A	605
141900	BRIDGE TOLL COLLECTOR SUPERVISOR	A	607	A	608
139790	BUDGET ADMINISTRATOR	A	619	A	620
139770	BUDGET MANAGER	A	617	A	618
102290	CENTRAL SERVICE MANAGER 1	M	508	M	509
102320	CENTRAL SERVICE MANAGER 2	M	510	M	511
102260	CENTRAL SERVICE SUPERVISOR	M	506	M	508
102270	CENTRAL SERVICE WORKER 1	M	503	M	505
102280	CENTRAL SERVICE WORKER 2	M	505	M	507
105160	CLIENT SERVICES WORKER	S	402	S	404
166870	COMPLIANCE EXAMINER 2	A	615	A	616
166880	COMPLIANCE EXAMINER 3	A	617	A	618
166890	COMPLIANCE EXAMINER 4	A	618	A	620

166900	COMPLIANCE EXAMINER 5	A	618	A	620
166910	COMPLIANCE EXAMINER 6	A	620	A	621
162060	CULTURAL PROGRAM ANALYST 1	A	611	A	612
162070	CULTURAL PROGRAM ANALYST 2	A	612	A	613
100300	CUSTODIAN 1	W	201	W	202
116420	DENTAL ASSISTANT SUPERVISOR	M	506	M	507
116400	DENTAL ASSISTANT 1	M	503	M	504
116410	DENTAL ASSISTANT 2	M	504	M	505
116820	ELECTROCARDIOGRAPH TECHNICIAN SHIFT SUPERVISOR	M	506	M	507
116830	ELECTROCARDIOGRAPH TECHNICIAN SUPERVISOR	M	507	M	509
116810	ELECTROCARDIOGRAPH TECHNICIAN 1	M	503	M	504
116800	ELECTROCARDIOGRAPH TECHNICIAN 2	M	504	M	505
131930	GUARD	P	102	P	103
125580	HABILITATION INSTRUCTOR 1	S	408	S	409
125590	HABILITATION INSTRUCTOR 2	S	409	S	410
125640	HEALTH EDUCATOR	A	611	S	411
163190	INFORMATION TECHNOLOGY EQUIPMENT OPERATOR 1	T	301	T	302
163240	INFO TECH PRODUCTION CONTROL TECHNICIAN 1	T	301	T	302
161770	INTELLIGENCE ANALYST CHIEF	A	614	A	616
133970	INTELLIGENCE ANALYST 1	A	611	A	612
133980	INTELLIGENCE ANALYST 2	A	612	A	613
106630	LAUNDRY WORKER 1	W	201	W	202
106650	LAUNDRY WORKER 2	W	202	W	203
129190	LEVEE MAINTENANCE SUPERINTENDENT	W	217	W	218
117230	MEDICAL LABORATORY MANAGER 1	M	518	M	519
103410	MOBILE EQUIPMENT SHOP SUPERINTENDENT	W	216	W	217
100360	NURSING ASSISTANT 1	M	503	M	504
135950	NURSING UNIT AIDE	M	501	M	502
165740	OAD ASSISTANT REGIONAL ADMINISTRATOR	S	418	S	420
120600	OAD CLINIC DIRECTOR	S	418	S	420
120590	OAD CLINIC MANAGER	S	417	S	419
120610	OAD INPATIENT FACILITY MANAGER	S	419	S	421
157150	OAD REGIONAL ADMINISTRATOR	S	420	S	422
122370	PARKING LOT ATTENDANT	W	201	W	202
115860	PARKS ASSISTANT CHIEF OF OPERATIONS	A	618	A	620
115520	PARKS CHIEF OF OPERATIONS	A	620	A	622
115530	PARKS DISTRICT MANAGER	A	618	A	620
160330	PROGRAM COMPLIANCE ANALYST 1	A	609	A	611
160340	PROGRAM COMPLIANCE ANALYST 2	A	610	A	612
149410	PROPERTY CONTROL COORDINATOR 1	A	610	A	611
149420	PROPERTY CONTROL COORDINATOR 2	A	611	A	612
163790	PUBLIC HEALTH NUTRITION EDUCATOR	S	405	S	408
168780	REAL ESTATE APPRAISER 1--TRAINEE APPLICANT	A	612	A	613
168790	REAL ESTATE APPRAISER 2--TRAINEE	A	613	A	614
168800	REAL ESTATE APPRAISER 3	A	615	A	616
168810	REAL ESTATE APPRAISER 4	A	617	A	618
168820	REAL ESTATE APPRAISER 5	A	620	A	621

167110	REAL ESTATE SPECIALIST 1	A	611	A	612
167120	REAL ESTATE SPECIALIST 2	A	612	A	613
167130	REAL ESTATE SPECIALIST 3	A	614	A	615
167140	REAL ESTATE SPECIALIST 4	A	616	A	617
167150	REAL ESTATE SPECIALIST 5	A	617	A	618
167160	REAL ESTATE SPECIALIST 6	A	619	A	620
167170	REAL ESTATE SPECIALIST 7	A	621	A	622
167180	REAL ESTATE SPECIALIST 8	A	623	A	624
109760	RECREATION AIDE	A	602	A	603
130400	SCIENTIFIC RESEARCH TECHNOLOGIST 1	T	304	T	307
130410	SCIENTIFIC RESEARCH TECHNOLOGIST 2	T	306	T	309
106660	SEAMSTRESS	W	202	W	203
106710	SOCIAL SERVICES ADMISSIONS COUNSELOR 1	S	408	S	409
106720	SOCIAL SERVICES ADMISSIONS COUNSELOR 2	S	409	S	410
161060	STATE POLICE COMMUNICATIONS SPECIALIST 3	W	210	W	211
126350	TELECOMMUNICATIONS CONSULTANT 1	T	304	T	305
168930	WORKERS' COMPENSATION JUDGE--CHIEF	A	625	A	626

JOBS ABOLISHED FROM THE PAY PLAN

JOB CODE	JOB TITLE
156950	ADMINISTRATIVE DIRECTOR 1
166810	CHILD WELFARE SPECIALIST 7
166820	CHILD WELFARE SPECIALIST 8
131020	CONTRACTOR LICENSING COMPLIANCE AREA SUPERVISOR
131030	CONTRACTOR LICENSING COMPLIANCE DIRECTOR
131550	DEALER SUPPORT TECHNICIAN 1
131560	DEALER SUPPORT TECHNICIAN 2
160900	FOOD SERVICE WORKER SUPERVISOR 2
132900	MOTOR VEHICLE FIELD SERVICE OFFICER
132910	MOTOR VEHICLE FIELD SERVICE SUPERVISOR
122350	OFFICE COORDINATOR 1
103680	PRINTING FINISHING SUPERVISOR
103700	PRINTING MACHINERY REPAIR SPECIALIST
140830	PROGRAM MANAGER 3--DHHR
118510	RADIOLOGY ASSISTANT MANAGER 2
118530	RADIOLOGY MANAGER 2
123410	REAL ESTATE/APPRaisal INVESTIGATOR 1
123420	REAL ESTATE/APPRaisal INVESTIGATOR 2
158920	REAL ESTATE/APPRaisal INVESTIGATOR 3
167310	REAL ESTATE/APPRaisal INVESTIGATOR 4
123390	REAL ESTATE/APPRaisal INVESTIGATOR 5

MISCELLANEOUS CHANGES TO THE PAY PLAN

JOB CODE	JOB TITLE	FROM OCC GROUP	TO OCC GROUP	FROM CAREER FIELD	TO CAREER FIELD	FROM EEO CAT	TO EEO CAT
130720	ALCOHOL TOBACCO CONTROL AGENT 1					PS	PR
130730	ALCOHOL TOBACCO CONTROL AGENT 2					PS	PR
130750	ALCOHOL TOBACCO CONTROL AGENT 3					PS	PR
130700	ALCOHOL TOBACCO CONTROL AGENT 4					PS	PR
163790	PUBLIC HEALTH NUTRITION EDUCATOR	H2	D3	8201	4303		

MANDATORY SUPERVISORY GROUP CHANGES

JOB CODE	JOB TITLE	FROM SUPV GROUP	TO SUPV GROUP
166910	COMPLIANCE EXAMINER 6	1	2
154170	FINANCIAL INSTITUTIONS CPA	1	0
117230	MEDICAL LABORATORY MANAGER 1	1	2
169280	PROGRAM MANAGER 1--A--DHH	1	0